

## **eVA Interface and Integration Design Team – Import/Export Group**

Meeting Minutes  
May 1, 2003

### **Opening:**

A meeting of the eVA import/export interface workgroup was called to order at 10:00 AM on 5/1/2003 in Richmond.

### **Present:**

Regina Baxter, SVTC (phone)	Marion Lancaster, DGS
Chris Childress, DOLI (phone)	Joy Lazarus, DMHMRSAS (phone)
Hugh Costley, DHCD	Beth Lock, DMHMRSAS (phone)
Kavansa Gardner, Richmond Public School	Parvin Mirshahi, DGS
Maria Hatcher, DGS	Tuan Nguyen, ABC (phone)
Steve Hudson, DGS/DPS	Jim Roberts, DMHMRSAS (phone)
Cheryl Kimball, DOLI/DCR (phone)	

### **A. Approval of Agenda**

The informal agenda:

- 1 – Implementation Status
- 2 – New Work
- 3 – Agencies General Status
- 4 – Policy Questions

### **B. Approval of Minutes**

Previous meeting minutes were reviewed.

### **C. Issues**

#### **Open Issues**

1. It was reported that vendors are having problems accessing the system on weekends. The group would like to know time periods when eVA Vendor Registration is not available.  
*Status: Marion Lancaster has contacted the eVA Contract Officer to give the exact time when the system should be available.*

*10/31/2002 – The contract officer is working on the response. At a minimum, the system should normally be available Monday through Friday from 8AM to 6PM. The contract officer is working on the exact schedule that includes non-business hours such as nights and weekends.*

*11/14/02 – Waiting on AMS for official answer.*

#### **Closed Issues**

No items closed at this session.

\*\*\* Note: Minutes reflect discussions, not final decisions. A separate document will be provided with final decisions.

#### **D. New Business**

1. Implementation Status  
Nothing to report.
2. New Work  
Nothing to report.
3. Production Status  
DGS –
  - UVA interface order rejected while loading into the eMall. AMS reported the problem is with broken supplier link to supplier location. AMS has identified 30 records with this broken link and is working on fixing them.
  - Problem reported by Cheryl Kimball while testing cancel orders (cancel order failing to load into the AMS interim interface table) was a data problem. Version number must not be greater than 9999, version number on the cancel order was 99999. We have made a note of this limitation to be included in the interface specification the next time it is updated.
  - BizTalk notifications which include the preparer id and the header cross reference are now in BizTalk test. DGS has thoroughly tested the modifications. Cheryl Kimball volunteered to do independent tests by the end of this week. If her tests are successful, the updated notifications will be implement in production this weekend.
  - DGS wants to thank Hugh Costley from DHCD (Department of Housing and Community Development) and Kavansa Gardner from Richmond Public Schools for joining our meeting today. We hope the information presented to you will assist your organization to identify the type of interface (export or import) that needs to be implemented.VDOT –
  - Representatives not present.DMAS –
  - Representatives not present.DSS –
  - Richard Brough reported the interface is running well without his intervention. Work has not started on change/cancel or attachments.DMME –
  - Representatives not present.ABC –
  - Tuan Nguyen reported that things are working fine in production. Tuan wanted to know if reports would ever be available from the DGS holding database. The answer is no, DGS is still waiting on AMS for analysis on how these orders will be loaded into the eVA data warehouse. In the meantime, Tuan can send requests for DGS holding data to Maria Hatcher.DOLI –
  - Chris Childress reported no progress on change orders. The agency has outlined generic description on change, but will not finalize until the policy is released.DEQ –
  - Representatives not present.DCR –

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- Cheryl Kimball reported she is almost completely done with programming for change/cancel orders. When she delivers this upgrade to DCR, she will start working on DOLI's change/cancel orders.

VATECH –

- Representatives not present.

UVA -

- Representatives not present.

VCU -

- Representatives not present.

#### 4. Agency General Status

DMHMRSAS–

- Jim Roberts reported that they are getting ready to give live with Petersburg today. They are installing and configuring the necessary software to make this happen.

VCE –

- Representatives not present.

JMU –

- Representatives not present.

ODU –

- Representatives not present.

DMV –

- Representatives not present.

#### 8. Policy Questions

Debbie Adams expressed that it is critical that policy address change orders and variances. UVA is generating change orders because invoices are off 2 cents. Her concern is if agency spends 100 dollars generating a change order because invoice is off 2 cents, how is it cost effective?

The next monthly interface meeting will be held on Thursday, May 8, 2003 at DGS in the ISS 9<sup>th</sup> floor conference room from 10:00 a.m. to 12:00 p.m. Please be prepared to give your agency's status on the import interface effort and problems if any.

#### **Open Action Items**

1. Find out if and how agencies will have access to the DGS Holding database. (Marion Lancaster)
2. Debbie Adams would like to know what other interfaces are on schedule and the timeline. (Marion Lancaster)

#### **Closed Action Items**

No actions items closed at this session.

Prepared by Maria F. Hatcher

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